T/I/M-19
3 June 1965

U N I T E D   S T A T E S   I N T E L L I G E N C E   B O A R D

COMMITTEE ON DOCUMENTATION

TASK TEAM I - CONTENT CONTROL

Minutes of the Nineteenth Meeting, 27 May 1965

Members or Their Representatives Present

25X1

NSA

CIA
DIA
STATE
CSS

Others Present

None

1. Members reported manhours spent in preparing for this meeting.

2. The Team continued its deliberation and the development of subject categories for content control. [   ] distributed copies of a fourth draft of Category IV, Science and Technology. [   ] also distributed copies of a revision of Category IV which was designated revision 4T. These revisions were reviewed and corrected. [   ] was requested to prepare a revision incorporating the recommended changes.   25X1

3. [   ] distributed copies of the second revision to Category V, Armed Forces, which was reviewed and amended. The need for appropriate terms to describe Insurgency and Counterinsurgency was noted. [   ] indicated that he could provide them from an official definition which was available. The need for the capability to discriminate between ground forces, naval forces, air forces, missile forces and [   ] However, discussion of this matter, and the possibility of using modifiers to indicate these forces not only in connection with Category V, but also the other major categories as well was deferred until the next meeting.   25X1

4. The Team then reviewed the first draft paper on identifiers prepared by [   ] and a second draft revision prepared by [   ] Changes recommended by the Team will be incorporated in a new draft by [   ]   25X1

GROUP I
Excluded from automatic
downgrading and
declassification.

C-O-N-F-I-D-E-N-T-I-A-L

5. Discussion also occurred concerning an alphabetical index to the subject categories being developed. [   ] felt that such an   25X1
index should be developed and made part of the content control scheme which will be presented to CODIB. As soon as possible members will develop the index. Part of this development will be a comparison of similar type indexes associated with existing systems such as the ISC, and with State, DIA, NSA and other agency subject category indexes. These comparisons should result in a selected list of terms in addition to those appearing in our scope note which are appropriate for our index. It was noted that the alphabetic index to the ISC runs more than 100 pages and involves thousands of terms; therefore, selectivity is the keyword. It was decided that the index terms and their assigned categories should be placed on 3 x 5 cards, the term in the upper left hand corner, category description top center, e.g., Political General, and the top right hand corner be reserved for the standard symbols representing the categories, when they have been developed.

6. The next meeting of the team will take up area aspects of content control as well as further deliberation on subject categories, identifiers and modifiers. It will be held at 0930 hours, 2 June 1965, Room 2E45   25X1
at CIA Headquarters.

Secretary